Valley Center Fire Department Training and Transition Task Checklist

These are the tasks that your agency needs to complete to successfully prepare for operations on the RCS.

	Task	Contact for Assistance	Actual Start Date	Actual End Date	Status	Comments
1	Define Equipment Needs	Motorola				
2	Obtain Contract Proposal	Motorola				
3	Get Approval of Purchase	RCS Project Team				
4	Execute Purchase and Schedule Delivery	Motorola and TTT				
5	Determine Training Approach and Methodology	TTT				
6	Negotiate Installation Contract	TTT and the Installer				
7	Train the Trainer (s)	TTT				
8	Approve Talkgroup/Operating Policy	TTT				
9	Develop and Pilot Template	TTT				
10	Receive Radios	Motorola				
11	Program Radios	County Radio Shop				
12	Install Radios	The Installer				
13	Conduct User Training	TTT				
14	Follow-up Visit and Survey	TTT				TTT will conduct follow-up visit and survey
15	Develop Legacy Training Program	TTT				

Note: TTT refers to The Training and Transition Team

The Installer refers to either the County, Motorola or other RCS approved vendors

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